SAJID ALI CHOHAN
House No. 1-F Jail Road Govt. Qtrs. Near Jail Road School And K.M.C. Park | Karachi.
Cell: 0313-8957010 / 0307-2430848 | E-mail: sajidalich8@gmail.com

EDUCATION

Govt. Islamia Arts & Commerce Collage, **Karachi**
Intermediate ***2012***
Commerce Group

Ibrahim Ali Bhai C.D.G.K Boys Secondary School,
Matriculation **Karachi**
Science Group ***2010***

EXPERIENCE

Forrun (PVT) Ltd. (Courier) **Karachi**
Operation Shift Manager ***2018 - Present***

- Responsible for smooth and effective management of pickups and deliveries.
- Responsible for smooth and effective management of Last Mile
- Responsible for inter departmental coordination with customer services for effective complaint resolution.
- Managed CCTV Cameras operating on mobile app and system
- Responsible for smooth and effective day to day fleet operations.
- Effective in managing, Coordinating with ADMIN team and HR team.

Roshni Rides (PVT) Ltd. **Karachi**
Fleet Associates ***2019 - 2020***

- Responsible for smooth and effective day to day fleet operations.
- Responsible for drivers Route and App training.
- Responsible for inter departmental coordination with customer services for effective complaint resolution.
- Effective in managing, training and coordinating with team members.
- Improved fleet quality by created and implemented emergency vehicles SOP.
- Vehicles Inspection , (Include interior, Exterior & Electrical)

TazaMart (PVT) Ltd. **Karachi**
Operation Supervisor ***2016 - 2018***

- Responsible for smooth and effective management of deliveries.
- Responsible for inter departmental coordination with customer services for effective complaint resolution.
- Actively involved in managing quality control and complaint resolution for returns and disposal.
- Effective in managing, training and coordinating with team members.

R-SC Internet Services (PVT) Ltd. (FOODPANDA) **Karachi**
Admin Officer ***2015 - 2015***

- Responsible for housekeeping of the offices.
- Responsible for vendors invoices.
- Managed for inventory purchasing and office equipment.
- Coordinating with finance team for cheques deposit and other activity.
- Responsible for office events & picnic and other activities.
- Responsible for CCTV Cameras and operating system.

OTHER EXPERIENCE

Karachi

- ***Course Of MS Office*** ***2012***